

## **BOARD FOR CONTRACTORS COMMITTEE MEETING MINUTES**

The Board for Contractors Committee (The Committee) met on Monday, September 10, 2007, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia. The following Committee members were present:

Robert M. Kirby, Chairman  
Michael D. Redifer, Vice Chairman  
Ann Rackas Pate  
Jeffrey Modisett

Committee members Mark Cronin and Anthony Orange were not present.

The following DPOR staff attended the meeting:

Jay W. DeBoer, Director  
Karen O'Neal, Deputy Director  
Eric L. Olson, Executive Director  
Adrienne Mayo, Regulatory Boards Administrator  
Karen Kenney, Administrative Assistant  
Trisha Henshaw, Licensing & Education Administrator  
Ronnie Morris, Educational Specialist  
Bonnie Rhae Adams, Director CAR  
Doug Schroder, Director of Adjudication

Chairman Robert Kirby called the meeting to order at 4:05 p.m.

**Call To Order**

The Meeting Agenda was approved unanimously. Motion made by Mr. Redifer and seconded by Ms. Rackas Pate.

**Approval of Agenda**

The Minutes from the June 4, 2007, Committee meeting were adopted as drafted by unanimous vote. Motion made by Ms. Rackas Pate, seconded by Mr. Redifer.

**Minutes Adopted**

There was no Public Comment.

**Public Comment**

The Committee reviewed 23 education provider applications. Twelve education provider applications were recommended for approval, eight recommendations for a six month provisional approval, and 3 were deferred to the December 4, 2007 meeting:

**Education Provider Applicants:**

Grant Seltzer of Independent Electrical Contractors (IEC)–Tradesman Continuing Education (ELE) appeared at the meeting and requested the Committee’s approval of its eight-hour Contractor Continuing Education course.

**Independent Electrical Contractors**

After discussion, and a motion by **Mr. Redifer**, seconded by **Mr. Modisett**, the Committee unanimously approved a six month provisional approval upon submittal of instructors’ resumes with technical qualifications and teaching experience.

Holly Eubank and Sandy Morris of The Department of Housing and Community Development (DHCD) appeared at the meeting and spoke to the Committee about the “Train the Trainer” course offered through the Jack A. Proctor Building Code Academy and the instruction certification that is granted upon successful completion of the course. After discussion, and a motion by **Mr. Redifer**, seconded by **Ms. Rackas Pate**, the Committee recommended that an education provider application that provides documentation that the course instructor(s) has a current instructor certification from DHCD, accompanied by a complete syllabus with all necessary information, including times, topics, etc., and all other information required by the Board’s regulations, will be granted immediate provisional approval, with final review of the application at the next scheduled Board meeting.

**Department of Housing and Community Development**

Robert Wiar of AA Aadlore Education – Tradesman Continuing Education (PLB, HVA, GFC, ELE) appeared at the meeting and requested the Committee’s approval of its continuing education course and name change.

**AA Aadlore Education**

After discussion, and a motion by **Mr. Redifer**, seconded by **Ms. Rackas Pate**, the Committee unanimously voted to defer AA Aadlore’s request for its

continuing education course to its December 3, 2007 meeting. The Committee approved the name change request.

Richard Payne of American Contractors Exam Services, Inc. – Contractor Prelicense Education requested the Committee’s approval of its on-line course.

**American Contractors  
Exam Services, Inc.**

After discussion, and a motion by **Mr. Redifer**, seconded by **Ms. Rackas Pate**, the Committee unanimously approved American Contractors Exam Services’ contractor prelicense education course contingent upon submittal of on-line security demonstration.

**Broadway Electric, Inc.**

Shawn Ray and Gerald W. Smith of Broadway Electric, Inc. – Tradesman Continuing Education (ELE) appeared at the meeting and requested the Committee’s approval of its eight-hour Contractor Prelicense Education course.

After discussion, and a motion by **Ms. Rackas Pate**, seconded by **Mr. Modisett**, the Committee unanimously approved a six month provisional approval upon submittal of instructors’ resumes with technical qualifications and teaching experience.

**DBET Updates**

Daryl Burkholder of DBET Updates – Tradesman Continuing Education (ELE) appeared at the meeting and requested the Committee’s approval of its eight-hour Contractor Prelicense Education course.

After discussion, and a motion by **Mr. Redifer**, seconded by **Ms. Rackas Pate**, the Committee unanimously approved DBET Updates’ contractor prelicense education course.

**David Humphrey**

David Humphrey - Tradesman Continuing Education (ELE) appeared at the meeting and requested the Committee’s approval of its eight-hour Contractor Prelicense Education course.

After discussion, and a motion by **Mr. Redifer**, seconded by **Ms. Rackas Pate**, the Committee unanimously approved David Humphrey’s contractor prelicense education course.

**Fairfax County Public  
Schools, Adult &  
Community Education**

Lester R. Stadig of Fairfax County Public Schools, Adult & Community Education - Tradesman Continuing Education (ELE) appeared at the meeting and requested the Committee’s approval of its eight-hour Contractor Prelicense Education course.

After discussion, and a motion by **Mr. Modisett**, seconded by **Ms. Rackas Pate**, the Committee unanimously approved a six month provisional approval upon submittal of instructors’ resumes with technical qualifications and

teaching experience.

Richard Hobbis of HVAC Controls School - Tradesman Continuing Education (ELE) appeared at the meeting and requested the Committee's approval of its eight-hour Contractor Prelicense Education course.

After discussion, and a motion by **Mr. Modisett**, seconded by **Mr. Redifer**, the Committee unanimously approved HVAC Controls School's contractor prelicense education course.

National Technology Transfer, Inc. - Tradesman Continuing Education (ELE) requested the Committee's approval of its eight-hour Contractor Prelicense Education course.

After discussion, and a motion by **Ms. Rackas Pate**, seconded by **Mr. Redifer**, because National Technology Transfer, Inc.'s application was incomplete, the Committee unanimously voted to defer this request to its December 3, 2007 meeting.

Harold W. Heinkle of Professional Code Training - Tradesman Continuing Education (ELE) appeared at the meeting and requested the Committee's approval of its continuing education and vocational training courses.

After discussion, and a motion by **Ms. Rackas Pate** seconded by **Mr. Modisett**, the Committee unanimously approved Professional Code's vocational training course and continuing education components based on adjustment of Section 1 of National Electrical Code (Commercial), International Mechanical Code, and International Plumbing Code courses from 2 to 3 hours.

S. Joseph Goble - Tradesman Continuing Education (ELE) requested the Committee's approval of its name change and course.

After discussion, and a motion by **Ms. Rackas Pate**, seconded by **Mr. Modisett**, the Committee unanimously approved S. Joseph Goble's name change and its contractor continuing education course to include a change from 13 hours to 7 hours course.

Michael P. Iacobellis of Tidewater Electrical Industry Joint Apprenticeship & Training Committee appeared at the meeting and requested the Committee's approval of its eight-hour continuing education course.

After discussion, and a motion by **Ms. Rackas Pate**, seconded by **Mr. Redifer**, the Committee unanimously approved a six month provisional approval upon submittal of instructors' resumes with technical qualifications and teaching experience.

### HVAC Controls School

### National Technology Transfer, Inc.

### Professional Code Training

### S. Joseph Goble

### Tidewater Electrical Industry Joint Apprenticeship & Training Committee

Trumbo Electric - Tradesman Continuing Education (ELE) requested the Committee's approval of its eight-hour continuing education course.

**Trumbo Electric**

After discussion, and a motion by **Mr. Redifer**, seconded by **Ms. Rackas Pate**, the Committee unanimously approved Trumbo Electric's course.

Jody Hibbs, Larry Sambrook, and Laura Gore of VAPHCC diba PMPV - Tradesman Continuing Education (ELE) appeared at the meeting and requested the Committee's approval of its continuing education course.

**VAPHCC diba PMPV**

After discussion, and a motion by **Ms. Rackas Pate**, seconded by **Mr. Modisett**, the Committee unanimously approved a six month provisional approval upon submittal of instructors' resumes with technical qualifications and teaching experience.

Virginia Christian University – Contractor Prelicense Education requested the Committee's approval of its eight-hour Contractor Prelicense Education course.

**Virginia Christian University**

After discussion, and a motion by **Mr. Redifer**, seconded by **Ms. Rackas Pate**, the Committee unanimously approved Virginia Christian University's contractor prelicense education course.

Lynwood Butner and Dennis Cruise of Virginia Propane Gas Association – Tradesman Vocational Training and Continuing Education appeared at the meeting and requested the Committee's approval of its vocational training and continuing education course.

**Virginia Propane Gas Association**

After discussion, and a motion by **Mr. Redifer**, seconded by **Ms. Rackas Pate**, the Committee unanimously approved a six month provisional approval (retroactive for two years) upon submittal of instructors' resumes with technical qualifications and teaching experience.

Jane H. Cain of Virginia Water Well Association – Tradesman Vocational Training and Continuing Education appeared at the meeting and requested the Committee's approval of its vocational and continuing education course.

**Virginia Water Well Association**

After discussion, and a motion by **Mr. Redifer**, seconded by **Mr. Modisett**, the Committee unanimously approved a six month provisional approval (retroactive to July 2007) upon submittal of instructors' resumes with technical qualifications and teaching experience.

**William T. Gilbert**

William T. Gilbert – Tradesman Continuing Education (ELE) requested the

Committee's approval of its continuing education course.

After discussion, and a motion by **Mr. Modisett**, seconded by **Mr. Redifer**, the Committee unanimously approved William T. Gilbert's course.

Builders License Training Institute – Contractor Prelicense education requested the Committee's approval of its eight-hour Contractor Prelicense Education course.

**Builders License  
Training Institute**

After discussion, and a motion by **Ms. Rackas Pate**, seconded by **Mr. Modisett**, the Committee unanimously approved Builders License Training Institute's contractor prelicense education course.

**Allen Turner**

Allen Turner – Tradesman Continuing Education (ELE) requested the Committee's approval of its continuing education course.

After discussion, and a motion by **Mr. Modisett**, seconded by **Ms. Rackas Pate**, the Committee unanimously approved a six month provisional approval upon submittal of instructors' resumes with technical qualifications and teaching experience.

Anchor Renaissance Institute – Tradesman Vocational Training (PLB, HVA, ELE) requested the Committee's approval of its vocational continuing education course.

**Anchor Renaissance  
Institute**

After discussion, and a motion by **Mr. Redifer**, seconded by **Ms. Rackas Pate**, the Committee unanimously voted to defer Anchor Renaissance's request to its December 3, 2007 meeting because Renaissance's application was incomplete.

VA Plumbing and HVAC Inspectors Assoc. – DE-PLB, HVA, GFC requested the Committee's approval of its continuing education course.

**VA Plumbing and  
HVAC Inspectors  
Assoc.**

After discussion, and a motion by **Mr. Redifer**, seconded by **Ms. Rackas Pate**, the Committee unanimously approved VA Plumbing & Mechanical Inspectors Assoc.'s continuing education course.

**Old Business**

There was no old business.

The committee reviewed a memo from board staff concerning several inquiries

**New Business**

regarding the regulation of temporary construction elevators and lifts from both a contractor and individual certification perspective. The committee advised that there are provisions covered under the Occupational Safety and Health Administration (OSHA) for elevators and lifts. The committee further advises that this is not covered by statute and therefore the board does not have statutory authority.

The committee decided not to make a recommendation concerning the inclusion of geothermal well drillers in the Certified Water Well System Provider program. Since there is no definition of "water well system" in the contractor statutes and the committee's knowledge of such systems is limited, the committee voted to continue the matter until the December meeting. To assist with the discussion of this matter the committee will invite representatives from the Virginia Water Well Association, Virginia Department of Health and the geothermal well drillers industry.

Mr. Redifer addressed the committee with concerns regarding the limitations upon recovery and the aggregate of claims against the fund for any one regulant from the Virginia Contractor Transaction Recovery Fund. The committee voted to continue the matter until the December meeting. The Deputy Director for Regulatory Programs, Karen O'Neal, will be invited to assist with discussion of this matter at the December meeting.

**Mr. Redifer**

Matt Douglas representative of Virginia Geothermal Supply, Inc. – appeared at the meeting and addressed the Committee.

**Matt Douglas**

Robert Royall representative of Royall Pump and Well Company – appeared at the meeting and addressed the Committee.

**Robert Royall**

Eric L. Olson, Board for Contractors -Executive Director, informed the Committee that Committee member Mr. Anthony Orange submitted his resignation prior to this meeting.

**Eric L. Olson**

Chairman Kirby entertained a motion to adjourn from Ms. Rackas Pate, seconded by Mr. Redifer and approved unanimously by the Committee. The meeting adjourned at 8:05 p.m.

**Adjourn**

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Robert M. Kirby, Chairman

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Date